

**Georgia Department of Community Affairs  
Community HOME Investment Program  
Tier 1 Approval Letter and Authority to Grant Funds**

Date

State Recipient or Sub-recipient  
Street Address  
City, State, Zip

RE: CHIP Grant #2013-8xx - Tier One Approval Letter and Authority to Grant Funds

Dear [State Recipient/Sub-recipient]:

You are hereby notified that you have successfully cleared the Tier 1 Environmental Review requirements for the following activity:

- ☐ Administrative Duties
- ☐ Down Payment Assistance
- ☐ Owner Occupied Rehabilitation/Reconstruction

You are now eligible to begin administrative activities to identify prospective applicants to participate in your CHIP-funded program.

In order to ensure that the environmental review process is not challenged you **must refrain** from undertaking activities that could have an adverse environmental impact prior to the receipt of an environmental clearance letter from DCA removing stipulated conditions. Such activities include: acquiring, rehabilitating, converting, leasing, repairing, or constructing property. As a result, you can not commit or expend HUD **or** non-federal funds until the site specific – Tier 2 environmental review process has been completed. Thus, no project expenditures may be incurred or any funds expended for any activity (other than exempt activities—see 24 CFR 58.5) prior to receipt of a Notice to Proceed letter removing the conditions.

Sincerely,

Don Watt  
Director, Office of Program and Public Affairs